

Regular meeting of the Board of Trustees of the Village of Brockport was held in the Village Court Conference Room 49 State Street Brockport, New York, November 19, 2018 at 7:00pm.

PRESENT: Mayor Margaret B. Blackman, Trustee Annette M. Crane, Trustee Shawn Halquist, Clerk Leslie Ann Morelli, Treasurer Daniel P. Hendricks, Police Chief Mark T. Cuzzupoli, Building Inspector/Code Enforcement Officer Chad H. Fabry, Attorney Daniel J. Mastrella

EXCUSED: Trustee/Deputy Mayor John D. LaPierre, Trustee Katherine J. Kristansen, DPW Superintendent Harry G. Donahue

ALSO PRESENT: Village Historian William G. Andrews, Emma Chilson-Cline, Lou & Kay Reali, Nat Lester, Ray & Ute Duncan, Karen LoBracco, Joan Hamlin, Fred Webster

CALL TO ORDER / PLEDGE: Mayor Blackman called the meeting to order and led the Pledge of Allegiance.

MOMENT OF SILENCE: to honor those who serve our Country, enforce our laws, & respond to emergencies

MISSION STATEMENT: "To provide a high quality of life for all residents, exercising fiscal responsibility and preserving Brockport's unique heritage and historic character."

BROCKPORT HISTORICAL MOMENT: Village Historian William G. Andrews

This month being the centennial anniversary of the end of World War I, I take the opportunity to report on Brockport's involvement in that conflict. This month, I deal with the home front. Next month, I will take up our military involvement.

World War I did not engage Brockporters as much as had the Civil War, either in intensity or duration. The home front was not as heavily committed nor did as large a proportion of young men serve in the military. Nevertheless, its war-related activities were substantial.

The *Brockport Republic* published news about the war extensively from its beginning. And, when U.S. entry seemed imminent, it began to give much coverage to local war-related activities, rallying its readers to the "patriotic cause".

In March 1917, the Village Board declared to President Wilson its "absolute loyalty to the Government of the United States and pledge[d its] support to you in any steps which you may take to protect American rights against unlawful violence upon land and sea, in guarding the Nation against hostile attacks and in upholding international law." Three weeks later, it received a letter from President Wilson's secretary, saying that "The President is greatly cheered and heartened" by the Declaration.

The home front undertook a substantial number of activities supporting the war. One was promoting the growing of gardens to produce the food that was believed to be in short supply to feed the army. A Brockport chapter of the American Red Cross was organized to support its parent organization's work to "relieve pain, to care for the wounded and dying" at the battle front. The local YMCA chapter participated in a drive to raise funds for war work.

A "War Relief Committee" sent packages of fruit, candy, tobacco, sweaters, scarfs, wristlets, socks, and helmets to Brockport boys in the training camps. The committee asked "each citizen to pledge a percentage of his yearly income to a fund which will meet the needs of war relief work." The Boys Scouts helped sell Liberty Loans, distributed "Government literature of all kinds, secured Red Cross subscriptions, collected books for soldiers and sailors, and cultivated war-gardens. The Girl Patriots participated in the parades for departing soldiers and knitted various articles "for our boys."

Each of four Liberty Loan drives to raise funds to support the war effort was oversubscribed, each producing hundreds of thousands of dollars from the greater Brockport area.

A Brockport Home Defense League included a New York Guard and Depot to be armed and uniformed by the state and prepared to serve on guard duty anywhere in the state. Even such social clubs as the "Junior Birthday Club" got into the war effort, "making up comfort packets for the soldiers". The Normal School also got heavily involved in war-related activities.

It is difficult to imagine any element in the village that was not engaged in some way in the home front's support for the nation's involvement in the war.

OATH OF OFFICE: (ceremonial) none

CERTIFICATES & PROCLAMATIONS: none

PUBLIC HEARINGS: none

PUBLIC COMMENT:

- Ray Duncan of Brook Terrace – former Chair of Walk Bike Brockport Action Group which did a lot to make the Village walkable and bikeable – expressed concern for pedestrian safety - many drivers are not paying close enough attention to pedestrian crossings on Main Street – that there is a totally different perception of speed as a driver than as a pedestrian or bicyclist – a lot of traffic and a lot of distracted driving. Suggests more and better signage including yield to pedestrian signs in the middle of the road (the type that springs up if it gets knocked down) like done in some other municipalities and add DOT flashing lights for crossing at Monroe Avenue and Main Street and at Liberty Street and Main Street (like that on Centennial Avenue) and a solar powered digital speed sign on Main Street at the south entrance coming north into the Village (like that on Canal Road). As to signage in the middle of the road, he knows it makes winter snow plowing a little more difficult, but it can be done, and is done in some other municipalities. He referred to SUNY College at Brockport now having them and having spoken to someone about their success. He urged the Village Board to find funding for these important safety features.

Mayor Blackman said she would add this to her upcoming Department Heads meeting and they will investigate the options and initiate conversation with New York State Department of Transportation (NYSDOT) as Main Street is New York State Route 19. The flashing lights for the crossing at Centennial Avenue took a year for NYSDOT to study, conclude the necessity and install. Mayor Blackman said another question for NYSDOT would be if possible and worthwhile

Trustee Crane asked Chief Cuzzupoli if he has any statistics on citations for distracted driving on Main Street. Chief Cuzzupoli said he will check and advise.

Mayor Blackman said the Village will pursue and follow up.

GUESTS:

- Nat Lester, III Esq. & Robert Schultz Estate Co-Executor Kathryn A. Reali – present proceeds of 23 Fayette Street – Longtime Village resident Robert Schultz passed away and bequeathed his home at 23 Fayette Street to the Village as an unrestricted gift. The Village Board had previously made a resolution as to this - for the estate to sell the property and to accept the net proceeds. The house sold for \$30,000 and the net proceeds were \$24,705.82. Attorney Lester presented the check and closing statement. Kay Reali said Robert was 89 years old and lived in the Village of Brockport a long time. He was a bit of a loner except at the golf course. Clerk Morelli said she enjoyed his visits to Village Hall to pay his water bill or taxes as he was always upbeat and encouraged everyone to stay out of trouble. Attorney Lester said maybe Robert's gift to the Village will spur others to do similar. A photo was taken. Mayor Blackman said she would include it in the Village's spring newsletter. The Board thanked them.

CONSENSUS ITEMS:

- **APPROVAL OF MINUTES:**

→ Trustee Crane moved, Trustee Halquist seconded, carried 3/0 that the minutes of the 11/5/18 meeting be approved as written.

- **APPROVAL OF BILLS TO BE PAID**

→ Trustee Halquist moved, Trustee Crane seconded, carried 3/0 that the bills be allowed and paid upon audit.

A/P Clearing Account

	<u>Abstract Date</u>	<u>Amount</u>
FUND (A): <u>General</u>	11/16/18	\$70,615.90
FUND (F): <u>Water</u>	11/16/18	\$48,107.19
FUND (G): <u>Sewer</u>	11/16/18	\$93.25
FUND (H): <u>Capital</u>	-	-
FUND (T): <u>Trust & Agency</u>	-	-
		\$118,816.34 total

CLERK REPORT: Clerk – Leslie Ann Morelli

- 2019 Medicare retirees plan & rates – Clerk Morelli referred to the documents in the packet. These are the notices sent to the Medicare retirees - creditable coverage notice and 2019 plan summary and rates. She is happy to report that the 2019 rates decreased from 2018. This is good for the Village and for those retirees that contribute toward the premiums. She believes the decision to change Medicare plans 1/1/18 was a good one.

- Reminders:

- Village Hall is a donation drop off location for: Matt's Coats for Kids, Brockport Food Shelf, Brockport Toy Shelf, Seymour Library books & jigsaw puzzles & fabric & yarn for fundraising sales

- Nominations invited for Monika W. Andrews Creative Volunteer Leadership Award – per the notice and rules in the last Village Board meeting packet which are also on the Village website.

- **DEPARTMENT REPORTS:** (VB meeting the 3rd Monday of each month)

- o Treasurer – Daniel P. Hendricks

- Financial reports for period ending 10/31/18 – Treasurer Hendricks referred to the report included in the packet.

Mayor Blackman asked a couple of questions related to the Court as to revenues for fines/forfeitures and expenses as to what are considered contractual services. Treasurer Hendricks said the fines/forfeitures revenues are typically behind as it takes a while from the state. Treasurer Hendricks said contractual services include pretty much everything except personnel, equipment, postage.

Mayor Blackman referred to the SUNY Impact Aid received. Treasurer Hendricks said it has been split between the Police Department and Code Enforcement Department as intended. The budget amendments and transfers next on the agenda address this.

Mayor Blackman asked about the dock for rowing. Treasurer Hendricks said it has not been paid, just encumbered.

Mayor Blackman referred to the overage for asphalt and asked why enough funds weren't appropriated for such. Treasurer Hendricks said that would be a question for DPW Spt. Donahue.

- Authorize budget amendments & any transfers from contingency –

→ Mayor Blackman moved, Trustee Crane seconded, carried 3/0 that the following budget amendments and transfers be authorized:

Amendments

Expenditures

Account

#	Description	Amount	Purpose
A3120.4176	SUNY Impact Aid (Police Department OT)	\$110,000	(1)
A3620.1000	Code Enforcement	\$100,000	(1)
A1440.0000	Engineer – Contractual Expense	\$4,000	(2)
A1620.4065	Repairs – Smith Street Bridge	\$2,000	(3)

Total \$216,000

Total General Fund Expense Budget Before Amendment	\$5,745,197
Amendment	\$216,000
Total General Fund Expense Budget	\$5,961,197

Revenues:

Account

#	Description	Amount	Purpose
A3089.7004	SUNY Impact Aid	\$210,000	(1)
A2690.0000	Other Comp. – Reimbursement	\$4,000	(2)
A2680.0000	Insurance Recoveries	\$2,000	(3)

Total \$216,000

Total General Fund Revenue Budget Before Amendment	\$5,745,197
Amendment	\$216,000
Total General Fund Revenue Budget	\$5,961,197

Purpose:

- (1) Increase budgets for SUNY Impact Aid
- (2) Increase budget – Engineering Services – Havenwood Development – revenue from Chromium
- (3) Increase budget – Smith Street Bridge Repairs – revenue – insurance

- Authorize Mayor to sign lease for Village Hall & Police Department copier/printer/scanner/fax – Treasurer Hendricks referred to the memo in the packet as follows:

Approval of a 5-year lease for 2 copiers from BXI Consultants, Inc. is requested. The copiers are for the Village Offices and Police Department.

Model Xerox C8045 2 copiers

BXI Consultants, Inc. – Monthly cost \$399.98 lease includes all supplies except paper. Cost per copy – Black \$0.0069, Color \$0.049.

We are currently paying \$425 per month, plus per copy costs. Additionally, we researched copier costs on the National Joint Powers Alliance, and Western States Contracting Alliance websites, and did not find copiers of equal value at a similar or lower price.

Recommended Resolution: That a 5-year lease for 2 Xerox Model C8045 copiers be approved.

→ Trustee Halquist moved, Trustee Crane seconded, carried 3/0 to authorize the Mayor to sign the lease for the Village Hall and Police Department copiers as detailed.

- Building / Zoning / Code Enforcement – BI/CEO Chad H. Fabry

- BI/CEO Fabry shared the following):

- Staffing – Part Time Clerk for DPW Carol McNees is doing a great job covering afternoons in Building/Codes. The new full time Building/Codes Department Coordinator, Barbara Krizen, begins Monday. Carol will assist him in acquainting her with building/codes office related functions and Village Clerk Morelli will assist him in acquainting her with Planning Board and Zoning Board of Appeals related functions.

- Workload has included inspections of 143 dwelling units and 3 new builds, church addition construction and the re-build of a plaza on N. Main Street. There is a good deal of interest in small businesses wishing to locate in the new plaza.

Trustee Halquist asked if the interest is from new businesses or existing businesses within the Village wishing to re-locate. BI/CEO Fabry said more of the latter but that's even good as those businesses are looking to invest further on their asset.

- Police – Police Chief Mark T. Cuzzupoli

- Chief Cuzzupoli shared the following:

- 12/2/18 Brockport Police Stetson Club holiday light spectacular & parade & fireworks – In addition to the following notice Clerk Morelli put in the local paper and on the Village website, the PD will reach out to the Brockport Merchants Association.

TEMPORARY STREET CLOSURE
FOR THE BROCKPORT HOLIDAY LIGHT SPECTACULAR PARADE & FIREWORKS
SUNDAY, 12/2/18

Residents and businesses please note that NYS Route 19 (Main Street) from the East/West Avenue roundabout to the State/Erie Street intersection will be closed for the Holiday Light Spectacular Parade and fireworks from approximately 4pm to 7pm on Sunday, December 2nd. The parade begins at 5pm. Closure will be marked with barricades and motorists detoured.

Please enjoy the parade & fireworks and don't forget to patronize your local businesses!

Margay Blackman
Mayor
Village of Brockport

DATED: 11/20/18

For publication in Suburban News & posting on Village website & Facebook page & at Village Hall.

- Beards for Bucks – Chief Cuzzupoli reported that the Beards for Bucks Cops Against Cancer fundraiser is going well. For a \$25 donation, law enforcement members can grow their beard in November. Female law enforcement members have the opportunity to paint their nails black with a blue stripe. Additional fundraising is encouraged. Funds raised support teen and young adult programming at 13thirty Cancer Connect in Rochester and critical cancer research at Roswell Park.

- Public Works – Superintendent Harry G. Donahue (excused)
- Village Attorney – Daniel J. Mastrella, Esq.
 - Attorney Mastrella shared the following:
 - Greenspark Solar – received the proposed lease today and is reviewing the 28-page document. It calls for a \$1 per year lease with quarterly payments of 25 cents. He anticipates received the proposed PPA (power purchase agreement) at a later date. He will keep the Mayor informed.

- **PERSONNEL ITEMS:**

- Accept resignation of Walt Borowiec from Seymour Library Board (term ends 12/31/18) –
→ Mayor Blackman moved, Trustee Crane seconded, carried 3/0 to accept the resignation of Walt Borowiec as a Village representative on the Seymour Library Board with thanks for his service.

- Appoint Sandeep Singh to Seymour Library Board (1/1/19-12/31/23) – Mayor Blackman said she and Seymour Library Director Carl Gouveia are thrilled to have received interest from Village resident Sandeep Singh to serve on the Library Board. His financial background will be a real asset as he is with the Department of Accounting, Economics and Finance at SUNY College at Brockport.

→ Mayor Blackman moved, Trustee Crane seconded, carried 3/0 to appoint Sandeep Singh as a Village representative on the Seymour Library Board for a term 1/1/19 to 12/31/23.

- Adopt 6/1/19-5/31/20 holiday schedule - Clerk Morelli referred to the schedule in the packet.

Mayor Blackman asked why this is done so early. Clerk Morelli said each November she solicits from the leadership of the Stetson Club and CSEA Unions the dates they've selected for the 3 floaters in the next fiscal year. It is customary to do so approximately halfway through the fiscal year for calendar planning purposes for the next fiscal year.

→ Mayor Black moved, Trustee Halquist seconded, carried 3/0 to adopt the 6/1/19-5/31/20 holiday schedule as follows:

**VILLAGE OF BROCKPORT
HOLIDAY SCHEDULE
June 1, 2019 – May 31, 2020**

Adopted by Village Board 11/19/18

For distribution to employees with paychecks & posting on Village website

Employees: refer to Employee Handbook or Union contract regarding pay eligibility.

<u>HOLIDAY</u>	<u>OBSERVED ON</u>
Independence Day:	Thursday, July 4, 2019
Labor Day:	Monday, September 2, 2019
Columbus Day:	Monday, October 14, 2019
Veterans Day:	Monday, November 11, 2019
Thanksgiving Day:	Thursday, November 28, 2019
Day after Thanksgiving:	Friday, November 29, 2019
Christmas Day:	Wednesday, December 25, 2019
New Year's Day:	Wednesday, January 1, 2020
Martin Luther King Day:	Monday, January 20, 2020
Presidents Day:	Monday, February 17, 2020
Good Friday:	Friday, April 10, 2020
Memorial Day:	Monday, May 25, 2020

+ 3 FLOATING HOLIDAYS per employee groups:

Non-Union:

- 1) Friday, July 5, 2019
- 2) Friday, August 30, 2019
- 3) Friday, May 22, 2020

Plus:

- close at 11am Tuesday, June 18, 2019 (Village Elections)
- close at 12:30pm Wednesday, November 27, 2019
- close at 12:30pm Tuesday, December 24, 2019
- close at 12:30pm Tuesday, December 31, 2019

CSEA Union (DPW) & Non-Union DPW Management:

- 1) Friday, July 5, 2019
- 2) Friday, August 30, 2019
- 3) Friday, May 22, 2020

Stetson Club Union (Police):

- 1) Friday, July 5, 2019
- 2) Tuesday, December 24, 2019
- 3) Tuesday, December 31, 2019

• **OLD or NEW BUSINESS:**

◦ Amend meeting schedule – cancel 12/17/18 Village Board meeting – Mayor Blackman said it turns out that 3 of the 5 Village Board members will be out of town so there will not be a quorum to hold a meeting December 17th. She referred to the draft notice in the packet.

→ Trustee Halquist moved, Trustee Crane seconded, carried 3/0 to cancel the 12/17/18 Village Board meeting.

VILLAGE OF BROCKPORT
NOTICE

Please take notice that the 7pm Monday, December 17, 2018 Brockport Village Board meeting has been cancelled. The 7pm Monday, December 3, 2018 Brockport Village Board meeting remains as scheduled.

Leslie Ann Morelli
Brockport Village Clerk

DATED: 11/20/18

For publication in Suburban News and posting on Village website and at Village Hall.

◦ Authorize carpet purchase for Police Department – Mayor Blackman referred to the document in the packet. This was not in the budget and if approved would have to come from contingency.

Chief Cuzzupoli said the carpet at the Police Department is many years old and takes a lot of wear and tear. Even with runners and regular cleaning it has become an eyesore and makes a bad first impression. He reviewed the quote included in the packet for flooring – some carpet and some laminate where it makes more sense – very durable – in squares for future area replacement if needed – on state bid – will last a long time.

→ Mayor Blackman moved, Trustee Halquist seconded, carried 3/0 to authorize the flooring purchase as requested at a grand total of \$20,736.08.

◦ Authorize use of \$1,000 from PD Asset Forfeiture account for opioid awareness campaign – Chief Cuzzupoli said that Channel 10 will be doing a series of PSA's (public service announcements) on the opioid epidemic – to be shown 150 times between 11/28/18 and 1/31/19. Other local law enforcement agencies are participating, and their department badges will be displayed in the ads.

Trustee Crane asked what message the PSA's would send. Chief Cuzzupoli said the law enforcement agencies, many of them part of GRANET (Greater Rochester Area Narcotics Enforcement Team) and the Heroin Task Force as well as Gates to Recovery are working to raise awareness of the opioid epidemic and opportunities to get help.

→ Trustee Crane moved, Trustee Halquist seconded, carried 3/0 to authorize use of \$1,000 from the PD Asset Forfeiture account as requested.

◦ Authorize Pinpoint Group (I.T.) proposal for Cyber Security Policy & Emergency Response Plan – Mayor Blackman referred to the proposal in the packet.

→ Mayor Blackman moved, Trustee Crane seconded, carried 3/0 to authorize the Mayor to sign the Pinpoint Group proposal for Cyber Security Policy and Emergency Response Plan.

VILLAGE BOARD REPORTS:

- Mayor Margaret B. Blackman
 - Mayor Blackman provided the following report:

- November 6—My partner and I were honored to be invited to dinner at the college President's house along with 8 other people who were or had been on the Brockport Foundation. It was particularly gratifying to hear President MacPherson speak to the success of our ongoing college/community partnership.
- November 7—hosted a Village of Brockport table at Careers for the Common Good at the college which featured government and non-profit organizations offering internships and volunteer opportunities for students. We put together a flyer with examples of past internships and I spoke with a number of students about current possibilities. Am meeting with a student tomorrow interested in economic development in the village. One take away: we need more visual appeal and swag for next year!
- November 12—phone conversation with new Fairport mayor, Julie Domaratz; evening panel discussion at the college with three other community women leaders, including the college president, on Women in Power. We were asked to tell our stories about how we got into our career field, who—especially women—had been role models and mentors for us, and how we had mentored women in our chosen field.
- Work on TIP grant application (Smith Street bridge) continues—we are considering adding to the grant a stoplight on the bridge.
- November 17—after hours at Seymour Library is always fun but this year's was an even greater success than previous years. Attendance increased from 185 to 225, and there was a well put together solve-a- mystery, the Great Seymour Caper. Village board sponsored a table, and Annie Crane and I had fun pouring wine for guests.
- The fall/winter edition of the Village newsletter will be out the first weekend in December as an insert in the Suburban News.
- Monroe County Sales Tax Distribution for 3rd Quarter 2018 – the Village's share was \$479,358.75 compared to \$460,089.65 distributed for the same quarter in 2017.
- A very Happy and safe Thanksgiving holiday to everyone.
- Trustee/Deputy Mayor John D. LaPierre (excused)
- Trustee Annette M. Crane
 - Trustee Crane provided the following report:

On November 13th I attended the Sweden Town Board meeting. The resolutions for the Library consultant were on their agenda. Due to the fact that one Town Councilperson was not present, both votes were 2 to 2, so both failed. This leaves the final decision on which consultant to hire in limbo unless that board takes further action.

On November 17th I attended After Hours at the Seymour Library. It was a very successful event, both socially and from a fund-raising perspective. Mayor Blackman and I were the servers at one of the tables.

- Trustee Shawn Halquist
- Trustee Katherine J. Kristansen (excused)

Mayor Blackman said she'd like the time noted for the record and that the lengthy and detailed report of Trustee Kristansen was missed.

Each participant in the meeting wished everyone Happy Holidays.

ADJOURNMENT:

→ At 7:58pm, Trustee Halquist moved, Trustee Crane seconded, carried 3/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk

